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CHRONOLOGY

1954

January MD began using Filmsort aperture cards for storing documents on 16mm microfilm in the Intellofax System.

April Radio Stations Branch established in SR.

September [REDACTED] ef/MD, resigned.  
25X1A9a [REDACTED] named Acting Chief/MD.

Full-scale microfilm coverage of all IAC information reports and selected enclosures achieved in OCD.

November Members of Task Force on Intelligence Activities (Clark Committee) of Hoover Commission on the Organization of the Executive Branch reviewed activities of OCD.

Branch Library for OSI established.

December [REDACTED] Exec/O/AD, named OCD  
25X1A9a representative on newly established Working Group on Information Handling.

1955

January ISC released to SHAPE for adoption as a collating system for handling its intelligence materials.

25X1A9a [REDACTED] CIA Librarian, named as CIA representative on Interdepartmental Committee on International Exchange of Publications.

April James Andrews, AD/CD, proposed and received approval for taking over from OO fiscal support and monitoring of a project with the US Bureau of Customs. CIA Librarian appointed project monitor.

May OCD proposed and received approval for conducting a test of Minicard, a type of data handling equipment that might

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replace Intellofax.

May

25X1A9a

IAC established an Ad Hoc Subcommittee on Information Processing (AHIP): Jean [REDACTED] DAD/CD, named Chairman.

Working Group on Information Handling presented final report to DDI.

Dr. Andrews, AD/CD, departed on 4 months' leave of absence.

June

CIA Library reorganized.

Classification Control Staff created in O/AD.

August

OCR renamed Office of Central Reference (OCR).

September

25X1X4

25X1X4  
IR began active support of the joint [REDACTED]

December

OCR issued Intelligence Reference Material (CR-1), the first compilation of handy research tools, both classified and unclassified, ever prepared for the use of the intelligence analyst.

1956

February

Statistical Branch created in SR.

March

OCR ended support to the Library of Congress for preparation of the Cyrillic Union Subject Catalog (formerly Union Catalog of Russian Publications).

April

25X1A9a

Vital Materials Program established in OCR. Vital Materials Committee established under OCR chairmanship. [REDACTED] Exec/OCR named first chairman.

Survey team from Inspector General's office presented report on OCR to the DCI on 25 April.

May

OCR received approval to allocate funds for research into mechanical translation.

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AHIP submitted first annual report.

August 25X1A9a An ad hoc Library Survey Committee, chaired by [REDACTED] ADDI (Planning), met to draw up terms of reference for a panel of librarians to survey the CIA Library.

September IAC agencies, except State Department, approved the ISC as the basis for the subject and area indexing of intelligence reports for their own systems. A common control numbering system was also adopted in part by the IAC members for their document processing.

October 25X1A9a The DDI appointed [REDACTED] as members of the consultants' panel to review CIA Library operations.

November 25X1A9a [REDACTED] went to Paris to aid SHAPE in its implementation of the ISC.

Document Division (DD) formed. John Vance named division chief.

1957

April LD began a new direct collection program for overt intelligence exploitation of US Government sources in the Washington area. OCR was authorized to publish the foreign intelligence information product derived from the program in a new CIA Information Report series, the CR-C series.

May The Library Consultants submitted their report.

July Chief/GR designated sole CIA contact with Bureau of Customs, vice CIA Librarian.

August James Andrews resigned, effective 23 August.

September 25X1A9a Paul A. Borel appointed AD/CR [REDACTED] DAD/CR, transferred to OO. P [REDACTED] appointed DAD/CR.

October OTR Library transferred to CIA Library.

November Operations Staff dissolved and its functions

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decentralized.

25X1A9a

Statistical Branch of SR reconstituted as Statistical Division. [REDACTED] appointed Division Chief.

Mr. Borel, AD/CD, established 16 Task Teams to study and evaluate the findings of the Library Consultants.

December

Mr. Borel established a Central Reference Advisory Group (CRAG) to advise OCR on problems of mutual concern to OCR and the operating offices. Mr. Borel became CRAG Chairman.

1958

January 25X1A9a [REDACTED] Chief/MD, died. James 25X1A9a [REDACTED] named Acting Chief/MD.

Task Team 1 established, on an experimental basis, a Composite Group, consisting of members of DD, MD and the CIA Library, to handle all Intellofax requests.

GR established a vouchered domestic field position and attached it administratively to the [REDACTED] 25X1A6a

February 25X1A6a CIA Library sent a librarian to man the station library in [REDACTED]

25X1A9a

25X1A9a

25X1A9a

[REDACTED] DAD/CR; [REDACTED] Chief/GR; and [REDACTED] CIA Library, departed on a 2-month trip to Europe on behalf of the graphics and publications and the Middle East procurement programs.

April

NSCID 2, "Coordination of Collection Activities," was issued.

25X1A9a

IAC Committee on Documentation (CODIAC) established. Mr. Borel named Chairman; [REDACTED] named Secretary.

May

LD reorganized and renamed Liaison and Collection Division (LCD).

25X1X4

[REDACTED] established in IR.

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25X1A9a IAC Committee for the Procurement of Foreign Publications (PROCIAC) established. [REDACTED] DAD/CR, named Chairman. PROCIAC replaced AHIP.

The 16 Task Teams completed their reports to the AD/CR. Subsequently, the Task Team Chairmen and the Library Consultants met to discuss the Library program.

June The DCI approved a policy for release of unclassified CIA translations and related reference aids to the public via OCR.

The CIA Library was reorganized.

July Statistical Division was transferred to the new Photographic Intelligence Center (PIC).

25X1A9a OCR established an Automation Development Group (ADG), headed by [REDACTED]

25X1A9a [REDACTED]

August 25X1A9a [REDACTED] SA/AD/CR, left to begin 2 years of training at the Western Data Processing Laboratory, UCLA. John Vance, Chief/DD, succeeded [REDACTED] as SA/AD/CR. 25X1A9a [REDACTED] succeeded Vance as Chief/DD. Vance also named Secretary, CODIAC.

September [REDACTED] appointed Chief/MD, after having been Acting Chief since January.

25X1A9a NSC established the US Intelligence Board (USIB). Designations of CODIAC and PROCIAC subsequently changed to CODIB and PROCIB.

25X1A9a Paul Borel, AD/CR, and [REDACTED] of the CIA Library departed on a 3-month trip around the world.

October Joint CIA/State Graphics Coordinator Program inaugurated.

November Minicard equipment received and evaluation tests begun.

December DCIB 1/9, 17 December, allocated biographic systems responsibilities within USIB. OCR/BR assumed responsibility for scientific and technical coverage.

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1959

"Early"	Historical Intelligence Collection (HIC) transferred from O/DDI to O/AD/CR.
March	SR's Radio Frequency Record (700,000 cards) reproduced and forwarded to NSA for conversion to magnetic tape for processing on IBM 705 computer. SR thus became the first OCR component to employ a computer.  Branch library established for Office of Communications.
May	CIA Library began to change its book classification scheme from ISC to Library of Congress system.
June	<u>Searching for Information, a brief guide to OCR's services, files and collections, issued.</u>  <u>Reference Aid on Photographs and Motion Picture Films (CIA/CR 25) issued.</u>  <u>Reference Aid on Non-CIA-Produced Cables (CIA/CR 25.1) issued.</u>  First issue of World List of Future International Meetings appeared, published by Library of Congress and sponsored by OCR/LCD.  AD/CR named DDI representative on newly established Agency Data Processing Committee (ADPC).
July 25X1A9a	██████████ Chief/ER, first OCR person assigned to a senior service school--Army War College.
August	CIA Library ceased staffing branch library for Medical Office.
November	<u>Reference Aid on Document Processing (CIA/CR 25.2) published.</u>
December	<u>Reference Aid on Machine Support Services (CIA/CR 25.3) issued.</u>

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1960

January		John Vance, SA/AD/CR, detailed to IG Staff. [REDACTED] appointed SA/AD/CR.
	25X1A9a	
March		DCID 2/1, "Coordination of Overt Collection Abroad," issued. It was initiated by OCR/LCD to supersede DCID 2/1, "Implementation of Coordination of Collection Plan," of 25 October 1948.
		Revised edition of the ISC published under CODIB auspices.
April		OCR dropped the Minicard project and gave the equipment to PIC.
	25X1A9a	[REDACTED] CIA Librarian, departed on a 2-month trip to Africa and Europe, on behalf of the publications procurement and graphics programs.
May		Paul Borel, AD/CR, outlined CIA views on machine translation before the House Committee on Science and Astronautics.
	25X1A9a	[REDACTED] t, Chief/SR, resigned.
	25X1A9a	[REDACTED] became Acting Chief/SR.
June		SR's Radio Stations Branch abolished.
July	25X1A9a	[REDACTED] became Chief/SR.
	25X1A9a	[REDACTED] appointed Chief/BR.
		Branch library for Language and Area School established.
August		Chiefs of DD, MD and CIA Library presented and received approval for changes in the Intellofax System.
	25X1A9a	At OCR suggestion, CODIB established a Working Group on Facsimile Transmission. [REDACTED], Chief, OCR/ADG, named head of the group.
November		Full implementation of the revised ISC was effected.

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December

BR issued The Biographic Register  
Information System, System Description.

1961

January 25X1A9a

25X1A9a

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25X1A9a

[REDACTED] appointed Chief/LCD, vice  
[REDACTED] appointed  
Chief/GR, vice [REDACTED]  
[REDACTED] appointed Chief/IR

Composite Group name changed to  
Intellofax Reference Group.

Dissemination of non-CIA cables trans-  
ferred from DD to Cable Secretariat.

President Eisenhower approved the 43  
recommendations of his Joint Study  
Group. The DDI directed the AD/CR to  
initiate appropriate action on his  
behalf on several of these involving  
changes in handling requirements and  
guidance to collectors.

February

CODIB Working Group on Facsimile  
Transmission concluded that a facsimile  
network for the USIB agencies was not  
feasible at that time. Group disbanded.

International Trade Fair supporting role  
of LCD terminated.

March

IBM and SDC (System Development Corporation)  
submitted reports to CIA on 6-week surveys  
each had conducted on the DDI computer need.

SR reorganized to bring it closer to an  
all-source service concept.

DCID 2/8, "Domestic Exploitation of US  
Government Organizations and Officials,"  
drafted by OCR, was issued.

June 25X1A9a

[REDACTED] named CIA representative  
to work with the National Science Foundation  
at the policy and programming level.

OCR discontinued fiscal support of the Library  
of Congress East European Accessions List be-  
cause of lack of funds and intelligence interest.

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July

LCD's Collection Branch transferred to OO/CD. International Conferences Unit transferred to BR. LCD renamed Liaison Staff (LS).

Responsibility for control of biographic information on political and other personalities transferred from State/EI to OCR/BR.

25X1A9a

USIB approved terms of reference for a study of information systems in the intelligence community, under CODIB sponsorship. Subsequently, the Staff for the Community Information Processing Study (SCIPS) was established with [REDACTED] SA/RR, as Director.

September

SR was the first major Agency component to move into the new Headquarters Building.

October

OCR/ADG abolished because of existence of CIA Automatic Data Processing Staff established in June 1961).

GR accepted responsibility from TSD/DDP for providing rapid and efficient photographic service to the O/DCI.

OCR completed its move to the new building.

November

OCR conducted a user survey of the Intellofax System.

1962

January 25X1A9a

[REDACTED] resigned, effective 19 January. James J. Hitchcock, Director, National Indications Center, named to replace [REDACTED] as DAD/CR. He was scheduled to assume his new duties later in the year. [REDACTED] designated Acting DAD/CR in the interim.

25X1A9a

25X1A9a

IR reinstituted coverage of Cuban industrial and scientific installations at the direction of the DDI.

February

USIB approved a revised plan of operations for SCIPS.

March 25X1A9a

OCR detailed [REDACTED] to the CIA ADPS as liaison officer between OCR, ADPS and SCIPS and as a system analyst on ADPS studies in OCR areas of interest.

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SR began to process special intelligence teletype reports.

May

OCR Missile Committee established.

June

Effective 4 June a machine-supported CIA Central Requirements Registry was established in LS.

GR installed videotape playback equipment to improve its facilities for covering television programs of interest to intelligence.

July

USIB disestablished PROCIB.

OCR submitted to the DDS specifications for a communications system designed to handle the transmission of information in documents between OCR and other government agencies.

August

OCR was given the responsibility for monitoring and funding the State Department's External Research Staff.

25X1A9a

Paul Borel, [REDACTED] and six CODIB representatives attended the International Federation of Information Processing Congress in Munich, 27 August-3 September, and visited other areas in Europe to survey information files and procedures.

September

Approval granted for establishment of a branch library for Office of General Counsel.

Task Force Team No. 2 of the Agency Manpower Review Task Force completed a manpower review of OCR.

October

First DARE (Document Abstract Recording Equipment) machine received in OCR.

November

OCR issued "How OCR Can Support Task Force 'W'" a directory of its facilities for the use of the Agency task team appointed to coordinate response to the Cuban crisis.

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To meet special needs of the Cuban crisis, a joint [REDACTED] OCR (GR) program was established whereby the [REDACTED] monitored Cuban television and GR exploited the product on behalf of the intelligence community.

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1963

January Requirements Registry separated from  
IS and reconstituted as Requirements  
25X1A9a Coordination Staff (RCS) under the O/AD/CR.  
[REDACTED] named head of the staff.

February J. J. Hitchcock, DAD/CR, named head of a  
CIA Task Force on Cuba (replaced in March).

March 25X1A9a [REDACTED] SA/AD/CR, presented a staff  
study to clarify the centralized support  
activities required to establish a DDI  
All-Source Center under OCR management.  
25X1A5a1 OCR ended its support to [REDACTED]  
University for the mechanical translation  
project.

April The position of Executive Assistant (EXA)  
was created in the O/AD/CR, and Chuck  
25X1A9a [REDACTED] was named to fill it. Walter  
Special Assistant for Planning/ONE,  
became Special Assistant in the O/AD/CR.

May OCR made responsible for providing all-source  
information support for research and pro-  
duction within the DDI Special Center.  
25X1A9a J. J. Hitchcock appointed Chief of the newly  
established Collection Guidance Staff (CGS)  
in the O/DDI. [REDACTED] named Acting  
DAD/CR.

June Requirements Coordination Staff transferred  
from OCR to CGS.  
Document dissemination functions of ORR and  
special intelligence dissemination function  
of OCI transferred to OCR/DD.  
25X1A9a [REDACTED] of BR appointed Director,  
25X1A6a [REDACTED] Documents Center.

July John Vance appointed DAD/CR.  
25X1A9a

August 25X1A9a [REDACTED] CIA Librarian, assigned as  
25X1A6a Publications Procurement Officer in [REDACTED]  
[REDACTED] named CIA Librarian.  
[REDACTED], smaller, all-source  
IR disestablished and a reoriented/Foreign  
Installations Branch established in SR.

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Agreement reached between AD/CR and CIA Records Management Officer to have CIA Library microfilm copies of OO, FDD and DDP reports declared as the record copy for these series.

The IG's Office submitted its report on its second survey of OCR.

The HIC was transferred from the O/AD to the CIA Library.

October The DDI assigned Mr. Borel temporary additional duty as Special Counselor of the Intelligence Directorate.

SCIPS presented its final report to CODIB.

November Mr. Borel appointed to a new position in the O/DDI--that of Assistant DDI for Management.

December 25X1A9a John Vance appointed AD/CR. [REDACTED] Chief/FDD, named DAD/CR. Jc [REDACTED] named Acting Chief/FDD.

FDD transferred from OO to OCR, effective 27 December.

1964

January Another piece of DARE equipment received in OCR and converted for BR use.

25X1A9a

February 25X1A9a [REDACTED] appointed Chief/FDD. [REDACTED] 25X1A9a [REDACTED] appointed Acting Chief/SR, vice Wilpers.

April 25X1A9a [REDACTED] Chief/Admin Staf/OCR, resigned. 25X1A9a [REDACTED] named Acting Chief/Admin Staff, in addition to his duties as SPA/AD/CR. [REDACTED] Deputy to the Special Support Assistant to the DDS serving the DDP, named Chief/Admin Staff, but he did not take up his duties until June.

25X1A9a

[REDACTED], EXA/AD/CR, also appointed DDI CHIVE Project Officer.

May CIA Library established a focal point to provide a more centralized Scientific and Technical Information Service (SATIS) for CIA.

June OCR issued a handbook, OCR: Your Information Center.

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First internal test of the Long Distance Xerox (LDX) system completed between BR and DD.

CODIB completed review of SCIPS report. Name SCIPS dropped and permanent group known as CODIB Support Staff (CSS) established within OCR, staffed by DIA and CIA officers.

October

DARE equipment in OCR became fully operational after 2 years of testing and modification.

CIA Library completed recataloging of its collections from the ISC to the Library of Congress system.

1965

February

CIA Library ceased staffing the OTR Language and Area School branch library.

CIA Regulation HR 51-2 confirmed OCR as the central point in CIA for arranging and coordinating the various briefing and debriefing programs.

March

John Vance, AD/CR, named DDI representative on the ADP Committee.

25X1A9a

██████████ designated Chief/SR.

April

Acquisitions Branch of the CIA Library transferred to FDD.

25X1A9a

25X1A9a

Systems Analysis Staff (SAS) established in the O/AD/CR to advise the AD/CR on improved methods of operations for the OCR divisions. ██████████ named SAS Chief. ██████████ named Acting CIA Librarian.

May 25X1A9a

May 25X1A9a

Effective 1 May ██████████ named Chief/SAS. ██████████ named Acting CIA Librarian.

July

Heads of offices in the DDI who had been designated Assistant Directors were redesignated Directors; Deputy Assistant Directors became Deputy Directors.

OCR appointed an internal task team to design

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and implement a computer-prepared announcement list using area and title indexing with content indexing in depth for priority area only. This was the beginning of SKAN (Subject Keyword ANnouncement) concentrating on collateral document coverage of Communist China.

25X1A9a

25X1A9a

Phase III of CHIVE was organized as the CHIVE Task Force (CTF), headed by [REDACTED], chief of the OCS Development Division. Bruce [REDACTED] named Chief of the Requirements and Plans Group, CTF.

October

John Vance, D/CR, named CIA member of CODIB.

Intellofax Reference Service formed in DD, replacing the Intellofax Reference Group of the Library.

25X1A9a

25X1A6a

[REDACTED] redesignated CIA Librarian upon his return from [REDACTED]

November 25X1A9a

25X1A9a

25X1A9a

[REDACTED] designated DDI Planning Officer. [REDACTED] replaced him as DD/CR. [REDACTED] of OBI's Map Division named EXA/D/CR, replacing [REDACTED]

December 25X1A9a

[REDACTED] appointed to replace [REDACTED] as Chief/Admin Staff/OCR. He assumed his duties in February 1966.

1966

25X1A9a

March 25X1A9a

[REDACTED] appointed Chief, Development Staff, CTF, vice [REDACTED] who was detailed to State Department.

Agreement signed and action effected to merge the Publications and Map Procurement Programs, with State Department and CIA representatives signing.

April

25X1A9a

An LDX circuit between CIA headquarters building and NPIC became operative.

May

25X1A9a

[REDACTED] appointed Director/CTF vice [REDACTED], who was reassigned.

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June 25X1A9a [REDACTED] appointed Director/OES.  
25X1A9a [REDACTED], Assistant  
for Administration in NPIC, appointed  
DD/CR.  
  
First computer-prepared issue of SKAN  
distributed for comment.

August OCI and OCR signed agreement for the  
coordination of the production of  
finished biographic intelligence.

September Branch library for ORD established.  
formed.  
Document Systems Group/ consisting of  
three new divisions--Dissemination and  
Files Division (DFD), headed by Louis  
25X1A9a [REDACTED] Indexing and Services Division  
25X1A9a (ISD), headed by [REDACTED] Machine  
25X1A9a Support Division, (MSD), headed by  
[REDACTED] Group Chief was Robert  
[REDACTED] of SR  
Foreign Installations Branch/redesignated  
Foreign Installations Division.  
  
SKAN issued weekly, with montly accumulations.  
and received  
November D/CR requested/authorization from the DDI  
to acquire an IBM 360/30 computer then  
about to be released by OCS. ~~Thiamman~~  
~~appppppppp~~  
  
25X1A9a [REDACTED] appointed Chief, China Operations  
Group, CHIVE Task Force.  
25X1A9a [REDACTED] SPA/D/CR, designated DDI  
Historical Officer and Chairman, DDI  
Historical Board, in addition to his other  
duties. Walter Pforzheimer designated  
OCR Historical Officer.

December 25X1A9a [REDACTED] of OCI submitted "Choosing the  
OCR File System" to the ADDI after a study  
of OCR operations.

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1967

January	D/CR submitted plans for the possible reduction of OCR's personnel strength by about one-third.
	LS was abolished and its functions transferred to CGS and DCS.
February	Drell Report on merger of [REDACTED] and FDD FOIAb3b1 issued.
March	Terms of Reference established for a User Study Group survey of OCR information retrieval services.
	FOIAb3b1 FDD, except for Acquisitions Branch, transferred to [REDACTED]. Acquisitions Branch left to report directly to D/CR.
25X1A9a	[REDACTED] named Chief, FID.
April	User study group report recommended a reorganization of OCR into a document delivery systems group and a regionally oriented information services group.
May	Reorganization Planning Group established.
July	Details of reorganization of OCR announced.
	OCR redesignated CRS in HN 1-72, 28 July.

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